



COMMUNITY GRANT CHECKLIST

Sponsored by Friends of City Beautiful



- _____ A brief description of the project and how it will benefit the community.
- _____ A Letter of Support from the participating organization.
- _____ Signed letters from partners that specify their commitment to the project (i.e., include cash as well as in-kind donations).
- _____ Detailed project budget from participating organization.
- _____ Plan of action for ongoing maintenance and sustainability of the project.
- _____ Photographs, maps and drawings of the site to be improved.
- _____ Approval Letters from impacted property owners approving implementation of the project.
- _____ Copies of appropriate permits, if applicable.
- _____ Signed, dated and completed application and agreement.

A copy of this checklist must be placed on the top of your application packet.